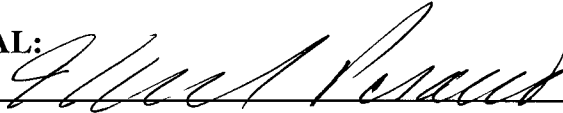


REPORT

DATE: April 5, 2007
TO: Administration Committee and Regional Council
FROM: Leyton Morgan, Manager of Contracts
SUBJECT: Contracts Over \$250,000

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Approve

BACKGROUND:


Carter & Burgess, Inc.
Perform detailed field survey of the Region's highway system

\$499,995

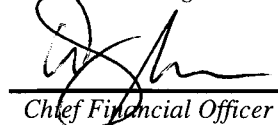
FISCAL IMPACT:

The cost associated with this project are captured in Work Element Number 07-070.SCGC02.

Reviewed by:


Division Manager

Reviewed by:


Chief Financial Officer

CONSULTANT CONTRACT

Consultant: Carter & Burgess, Inc.

Scope: The purpose of this project is to develop a detailed highway inventory based on a Geographic Information System (GIS) approach for use in the regional and subregional modeling process. The Consultant will perform a detailed field survey of the Region's highway system. Existing city and Caltrans data will also be incorporated into the database. The goal of the study is to create a highway attribute database needed to calculate model speeds and capacities. Key highway attributes include: functional classification, number of lanes by time period, link distance, posted speeds, median type, directionality (one-way and two-way streets), on-street parking allowed or restricted, truck prohibitions, and intersection control type. The Inventory is composed of two major components: (1) an underlying GIS digital street network, and (2) a detailed database describing each highway segment and intersection.

Contract Amount:	Total not to exceed	\$499,995
	Carter & Burgess, Inc (prime)	\$428,195
	Field Data Services (subcontractor)	\$ 71,800
Contract Period:	March 1, 2007 through June 30, 2008	

Work Element:	07-070.SCGC02	\$499,995	Funding Sources: Consolidated Planning Grant – FHWA
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Request for Proposal: Notification of RFP 07-049 was e-mailed to 447 consultants and was posted on The Urban Transportation Monitor's website (lawleypublications.com), American Planning Association's website, and SCAG's bid management website. A total of 38 firms downloaded the RFP. The following consultant(s) responded to the Regional Highway Inventory Update Request for Proposal:

Carter & Burgess, Inc. (1 subcontractor)	\$499,995
Parsons Brinckerhoff (PBQ&D) (3 subcontractors)	\$499,999
Wilbur Smith Associates (2 subcontractors)	\$499,660

Selection Process: The Proposal Review Committee (PRC) evaluated all three proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with the three consulting firms.

The PRC was comprised of the following individuals:

Michael Ainsworth, Lead Modeling Analyst, SCAG
Guoxiong Huang, Lead Modeling Analyst, SCAG
Steve Smith, Principal Transportation Analyst, SANBAG
Tony Van Haagen, Senior Planner, Caltrans District 7
Paul Burke, Transportation Manager 4, MTA

Basis for Selection:

The PRC recommends Carter Burgess for the contract award because of this firm's experience in performing similar assignments and Carter & Burgess' firm commitment to fulfill the expectations set forth in the Scope of Work. Carter & Burgess will complete the demanding work tasks within a very limited budget and have committed to delivering the Highway Inventory by June 30, 2008.

Carter & Burgess' proposal and interview demonstrated an excellent project understanding. They were the only firm with direct experience gathering highway attribute data in the field. They recently successfully completed a similar inventory project for the Phoenix area MPO. They are able to reduce project costs by applying computer programs and techniques developed for their earlier survey efforts, ie – the Phoenix Project. In addition, Carter & Burgess' Project Manager has the most direct experience in leading this type of survey effort and demonstrated a good understanding of both the technical and administrative challenges presented by this project.

All three consultant teams stated that the budget was very tight given the magnitude of the effort. Carter & Burgess was the only firm that provided a strong commitment that if needed, would drive the entire Regional major street system to gather the attribute data. Their data gathering procedures and database management system were much more advanced than the other bidders. Their proposal also effectively utilized GIS to warehouse and display the data. Carter Burgess has developed specialized computer programs and utilizes specially outfitted vehicles that automate the data gathering process. In addition, they have offered to create a photo log of the Region's major highways. They also demonstrated a good understanding of the principles of traffic engineering, intersection delay, and the speed/capacity relationship used in the transportation model.

All of the bidders proposed similar contract amounts and schedules. The PRC believes that Carter & Burgess has the best overall project understanding, is very experienced in conducting this type of survey, and will provide a best overall value to SCAG due to their proven track record of providing quality work.

SCAG CONFLICT OF INTEREST FORM

RFP No. 07-049

SECTION I: INSTRUCTIONS

All persons or firms seeking Federal funded contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed sub-consultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "Doing Business with SCAG," whereas the SCAG staff and Regional Council member lists can be found under "About SCAG."

Any questions regarding the information required to be disclosed in this form should be directed to Justine Block, SCAG Deputy Legal Counsel.

Name of Firm: Carter & Burgess, Inc.

Name of Preparer: Bruce Russell

Project Title: Regional Highway Inventory Update

RFP Number: RFP No. 07-049 Date Submitted: October 18, 2006

SECTION II: QUESTIONS

- During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

☐ YES ☒ NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

☐ YES ☒ NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

☐ YES ☒ NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

☐ YES ☒ NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

☒ YES ☐ NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

Please see attached listing


Name	Date	Dollar Value

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposing agency.

DECLARATION

I, (printed full name) Bruce S. Russell, (Social Security Number; optional) _____ hereby declare that I am the (position or title) Sr. Vice President of (firm name) Carter & Burgess, Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated October 16, 2006 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.



 Signature of Person Certifying for Proposing Agency
 (original signature required)

10 / 16 / 06

 Date

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

**Carter & Burgess, Inc.
Corporate Contributions**

Date	Name	ID#	Amount
4/12/2006	PADILLA FOR SENATE	1278241	500
4/28/2006	COMMITTEE TO ELECT GARY OVITT	1262848	990
5/18/2006	NORBY FOR SUPERVISOR	1237231	250
4/27/2005	VILLARAIGOSA FOR MAYOR 2005 GENERAL	1275257	1,000
5/17/2005	NORBY FOR SUPERVISOR	1237231	250
10/20/2004	PAUL GLAAB FOR CITY COUNCIL	390200	250
5/5/2004	FRIENDS OF LOU CORREA	367867	249
9/3/2004	NORBY FOR SUPERVISOR	1237231	249